

**Iowa Department of Natural Resources  
Environmental Protection Commission**

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**ITEM**

**8**

**DECISION**

**TOPIC**

**Contract – Iowa Materials Exchange – Iowa Waste Exchange Program**

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The Department requests Commission approval of a contract not to exceed \$375,000 per year for up to three years with the Iowa Materials Exchange to hire four to five full-time equivalent employees to deliver the services of the Iowa Waste Exchange program and provide human resources management services.

\$7,000 per year of the award will be paid to the Iowa Materials Exchange to provide human resource management services including processing of payroll, payroll taxes, travel expenses, and benefits; check writing or direct deposit services; and training and oversight of Iowa Waste Exchange staff. The remainder of the contract amount will pay for salaries, benefits, and travel for four to five full-time equivalent staff hired to deliver the services of the waste exchange.

The Iowa Waste Exchange (IWE) is a 15-year old confidential, non-regulatory program that assists Iowa companies in matching and recycling their by-products with companies that can add value to those by-products. The Department of Natural Resources (DNR), Department of Economic Development (DED), and the Iowa Waste Reduction Center (IWRC) partner on strategic planning, collaboration and assistance to support the Iowa Waste Exchange. For the past several years, DNR has contracted with DED for administration of the IWE.

In January 2006 the DED, in conjunction with the DNR, hosted a business process improvement event for the IWE. This process improvement event was held in response to concerns voiced by current contractors regarding future program direction and funding. The process improvement team includes staff of the DNR, DED, IWRC, current waste exchange contractors and field representatives, solid waste officials, and recycling market representatives. Customers of the program were invited, but unable to attend. The result of the process improvement event led to the following changes:

1. Establish one functional owner of the Iowa Waste Exchange and define their role to include primary responsibility for recycling market development, statewide marketing and program funding. It was determined that the owner should be an organization where the work of the IWE Aligns/supports the mission of the agency and has the potential to be integrated with other environment/economic business assistance goals and programs.
2. Maintain a minimum of five full time equivalent (FTE) field specialist positions.

Following the process improvement event, officials from DED and DNR met and determined that DNR should be the functional owner of the Iowa Waste Exchange.

A request for proposals for IWE services was issued in March. The purpose of the RFP was to identify a streamlined, field based delivery mechanism for the IWE that would yield the greatest results within the existing budget.

Proposal reviewers included:

Jeff Beneke, Iowa Waste Reduction Center	Jeff Geerts, Dept of Natural Resources
Jan Loyson, Dept of Natural Resources	Matt Rasmussen, Dept of Economic Development

Thirteen core proposals were received from the following organizations.

	<b>Applicant</b>	<b>Service Area Proposed</b>	<b>Average Score</b>
<b>1</b>	<b>Joint Proposal Colleges/COGS</b> (Des Moines Area Community College, Eastern Iowa Community College District, Indian Hills Community College, Kirkwood Community College, Western Iowa Tech Community College, Region XII Council of Governments)	Statewide	230
<b>2</b>	<b>Des Moines Area Community College</b>	Regional	235
<b>3</b>	<b>Eastern Iowa Community College</b>	Regional	306
<b>4</b>	<b>Indian Hills Community College</b>	Regional	270
<b>5</b>	<b>Iowa Northland Regional Council of Governments Joint Proposal</b> (Iowa Northland Regional Council of Governments, East Central Iowa Council of Governments, Region XII Council of Governments, Des Moines Area Community College, Indian Hills Community College)	Statewide or regional	295
<b>6</b>	<b>Iowa Materials Exchange</b>	Statewide or regional	298
<b>7</b>	<b>Iowa Recycling Association</b>	Statewide	191
<b>8</b>	<b>Kirkwood Community College</b>	Regional	281
<b>9</b>	<b>MDK</b>	Regional	186
<b>10</b>	<b>Region XII - 33 counties</b>	Regional	273
<b>11</b>	<b>Region XII - 19 counties</b>	Regional	239
<b>12</b>	<b>Western Iowa Tech – 27 counties</b>	Regional	243
<b>13</b>	<b>Western Iowa Tech – 27 counties (different budget)</b>	Regional	280

The department chose the Iowa Materials Exchange proposal for several reasons. The Iowa Materials Exchange's proposal provides tremendous flexibility to adapt the waste exchange services to best serve the program's customers. The Iowa Materials Exchange proposal provides the best structure to fully integrate waste exchange services with other pollution prevention and waste management services offered by the department to Iowa businesses and institutions. This would result in elimination of potential customer confusion and create an environment conducive to providing a lean, flexible, and proactive program quick to adapt to foreseen changes in the waste management industry. Additionally, the Iowa Materials Exchange offered to provide the

services of the IWE within the program's budget, but with higher goals for waste diversion than other proposals.

The Iowa Materials Exchange's proposal scored the highest of proposals offering statewide service and was the second highest scoring proposal overall. Their proposal also expressed the most interest in working with the department to generate revenue, if necessary, for the program via fees for additional services for waste exchange clients and possible selling of client by-products.

The money for the Iowa Waste Exchange program comes from solid waste tonnage fees and is equivalent to approximately \$400,000 per year. Up to \$30,000 of the funding yearly is directed to the Iowa Waste Reduction Center by state law to provide technical services to the IWE.

Wayne Gieselman, Administrator  
Environmental Services Division

May 25, 2006